PURCHASE DIVISION
Advice for approval for credit to supplier

Date:	29/1/22	Prepared by	Mounika	Serial no.	.0c205
Supplier name	SSLLP			HO inward no.	
Firm/Company	NE	Project	NE	HO received date	
PO/WO date	84937	PO/WO No.	84937	Scan ID.	

Sl no.	Bill no.	Bill date	Bill amount	Original attached
1.	21753	28/1/22	3,658/-	□ Yes □ No
2.				□ Yes □ No
3.				□ Yes □ No
4.				□ Yes □ No

Amount A – Bills total (Excluding Transport & Hamali Charges):	3,658/-
Proof of delivery by way of: ☑ DCs/bill □ Steel report □ RMC pour report □ Solid block report □ Installation report	

MRN nos.:	102885	Proof of delivery matches MRN	☑ Yes □ No

Amount B –Other Credits : Transportation charges	—
Amount C –Other Debits :	—
Amount D (D=A+B-C) – Amount to be credited to the supplier:	3,658/-
Amount E – PO / WO value:	3,658/-
Amount F – Difference (A – E):	—
Quantity received as per PO /WO	☑ Yes □ Excess received □ Short received □ Part received
Close PO / WO	☑ Yes □ No – wait for balance material □ Other
Payment – due date	07/2/22
Remarks:	

Approved by	Purchase Officer	Purchase Manager	M D	Accountant	Accounts Manager
Name:	Mounika				
Sign:	Mounika	29 JAN 2022			
Date	29/1/22	MINISH PARIKH MANAGER PROCUREMENT			
Approval limit	Upto 20k	Above 20k	Above 100k	Upto 20k	Above 20k

Notes: 1. In case amount to be credited to supplier and the bills total does not match, accountants to prepare JV for debit or credit. 2. This set should only have 5 documents i.e., advice to credit to supplier, original bill, proof of delivery, original purchase order with barcode, original requisition. 3. Do not attach additional documents like weighment slips, RMC batch reports, duplicate documents, Eway bills, test reports, etc. 4. In Amount A, exclude transport, Hamali charges, etc., and instead include in Amount B. 5. This report must reach HO within one working day of approval by purchase officer/purchase manager.

TAX INVOICE

ORIGINAL INVOICE

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

PAN: ACQFS2044C GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	Invoice No.	21753
Nilgiri Estates	Invoice Date.	28-01-2022
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	84937
	PO Date.	28-01-2022
	Req ID	73319
	Req Date	28-01-2022
GSTIN : 36AAHFN0766F1ZA PAN AAHFN0766F	Loc Req No	175476

	Description of Goods	HSN/SAC	Qty	Rate	Gross	Tax%	Tax Amt
1	7300 - Plumbing - sanitary - Flush tank conceled - NA	39229000	2	1550.00	3,100.00	18	558.00
	Hindware Flush Tank (Ceramic)						
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							

IGST	CGST	SGST			
			Total Taxable Amount	3,100.00	558.00
	279.00	279.00	Total Invoice Amount	3,658.00	

Rupees : Three Thousand Six Hundred Fifty Eight Only.

SUMMIT SALES LLP R.R. DIST. IN WARD No: 90214 Date: 28/01 Sign:

for Summit Sales LLP

Authorised signatory

Subject to Hyderabad Jurisdiction

 28-01-2022 15:53:27

Purchase Order

84937
08.01.22 12:01:49

From Company : **Nilgiri Estates**
5-4-187/3 & 4, IInd Floor, M.G.Road, Secunderabad - 500003.
G S T No. : 36AAHFN0766F1ZA

Supplier Details			
Summit Sales LLP	**Doc No**	84937	175476
5-4-187/3&4,II nd floor,Soham Mansion,MG Road, Secunderabad	**Doc Date**	28-01-2022	
	Quote No	Nil	
GSTIN 36ACQFS2044C1Z7	**Quote Date**	28-01-2022	
040-66335551 9618244433	**SupplyType**	Supply	

Kind Attn : Hamendra,Prabhakar

Purchase Order for the Supply of following Items.

	Item Name	Qty	Rate	Dis%	GST	Amount
1	7300 - Plumbing - sanitary - Flush tank conceled - NA - nos *Hindware Flush Tank (Ceramic)*	2.00	1,550.00	0.00	18.00	3,658.00
					Total Order Value . . .	**3,658.00**

Rupees : Three Thousand Six Hundred Fifty Eight Only.

Terms and Conditions :-

Specification /	All items shall be of "Prince' / 'Gebrittee' brand.
Payment Terms	After Delivery & Production of bill
Tax	Inclusive of all taxes
Delivery Date	Next Day.
Delivery Location	Nilgiri Estate Sy.No.143/133/134/135/136, Rampally Village. Phone. 9030931172
Penality For Delay	Nil
Transportation	Transport cost shall be borne by us.
Warranty	Nil
Advance Paid	Nil
Other Terms	We reserve the right to reject items not conforming to quality and specifications. Above order for Site use purpose
Completion Date	Nil
Measurment	Nil
Security	Nil
Remarks	Original invoice + copy of proof of delivery is required to process invoice for payment . Do not send original invoice to site. Original invoices must be sent to HO office or purchase site office. Proof of delivery /DC can be sent by email.

For ***Nilgiri Estates***

Authorised Signatory

29/01/2022

Name : ____________

Accepted the above Terms And Conditions

For ***Summit Sales LLP***

Name : ____________

Date : __/__/____

Requisition Form

Company Name:	NILGIRI ESTATES	Date:	28-01-2022
Site & Phase :	NILGIRI ESTATE	Time:	12:23
Supplier		Req. No.	175476
Material required before date:		ID No.	73319

No	Description	Size	Quantity	Units	Inward No	Date
1	Hindware Flush tanks (Ceremic)	STD	02	Nos		
2						
3						
4						
5	84937					
6						
7						
8						
9						
10						

APPROVED
29 JAN 2022
MINESH PARIKH
MANAGER PROCUREMENT

Remarks:- For site use purpose

Prepared By	Sadhana	Approved by	Akheel
Sign.& Date	28-01-2022	Sign. & Date	28-01-2022

Note: On receipt of material at site write inward number and date in last 2 columns.

Certified by:
Project Manager
Nilgiri Estates

Company Name:		Date:	
Site & Phase :		Time:	
Supplier		Req. No.	
Material required before date:	Urgent	ID No.	

No	Description	Size	Quantity	Units	Inward No	Date
1						
2						
3						
4						

Remarks:

Prepared By		Approved by	
Sign.& Date		Sign. & Date	

Note: On receipt of material at site write inward number and date in last 2 columns.

DELIVERY CHALLAN

Summit Sales LLP

#5-4-187/3 & 4, II Floor, Soham Mansion, M.G.Road, Secunderabad - 500003

Email: purchase@modiproperties.com

Supplier / Customer / Transporter - Copy

GSTIN/UNI: 36ACQFS2044C1Z7

Customer Details	DC No.	18645
Nilgiri Estates	DC Date.	28-01-2022
Sy No.143/133/134/135/136, Rampally,keesara,Hyderabad	PO No.	84937
	PO Date.	28-01-2022
	Req ID	73319
GSTIN : 36AAHFN0766F1ZA	Req Date	28-01-2022
	Loc Req No	175476

	Description of Goods	HSN/SAC	Qty
1	7300 - Plumbing - sanitary - Flush tank conceled - NA - nos	39229000	2
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			

Subject to Hyderabad Jurisdiction

INWARD

In ward No: 22852 Dt: 28/01/22

IN No: 102885 Dt: 29/01/22

Received By Ashish Sign:

for Summit Sales LLP

Authorised Signatory

SUMMIT SALES LLP
IN WARD
No: 72326
Date: 29/01
Sign:
R.R. DIST.